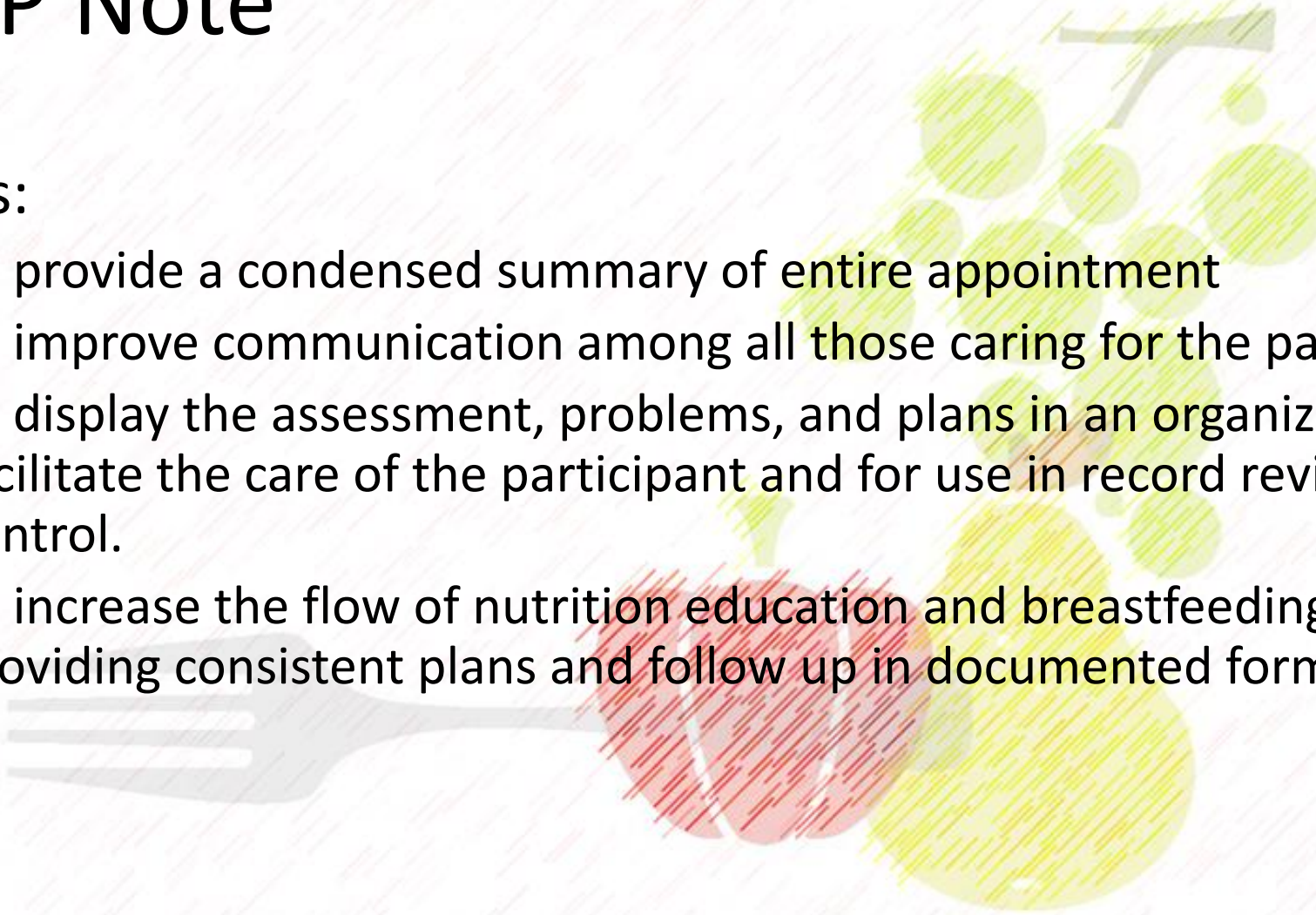


Local Agency Conference Call Dec. 3rd, 2015



SOAP Note

- Goals:
 - To provide a condensed summary of entire appointment
 - To improve communication among all those caring for the participant.
 - To display the assessment, problems, and plans in an organized format to facilitate the care of the participant and for use in record review and quality control.
 - To increase the flow of nutrition education and breastfeeding education by providing consistent plans and follow up in documented format for each visit.



Subjective Data

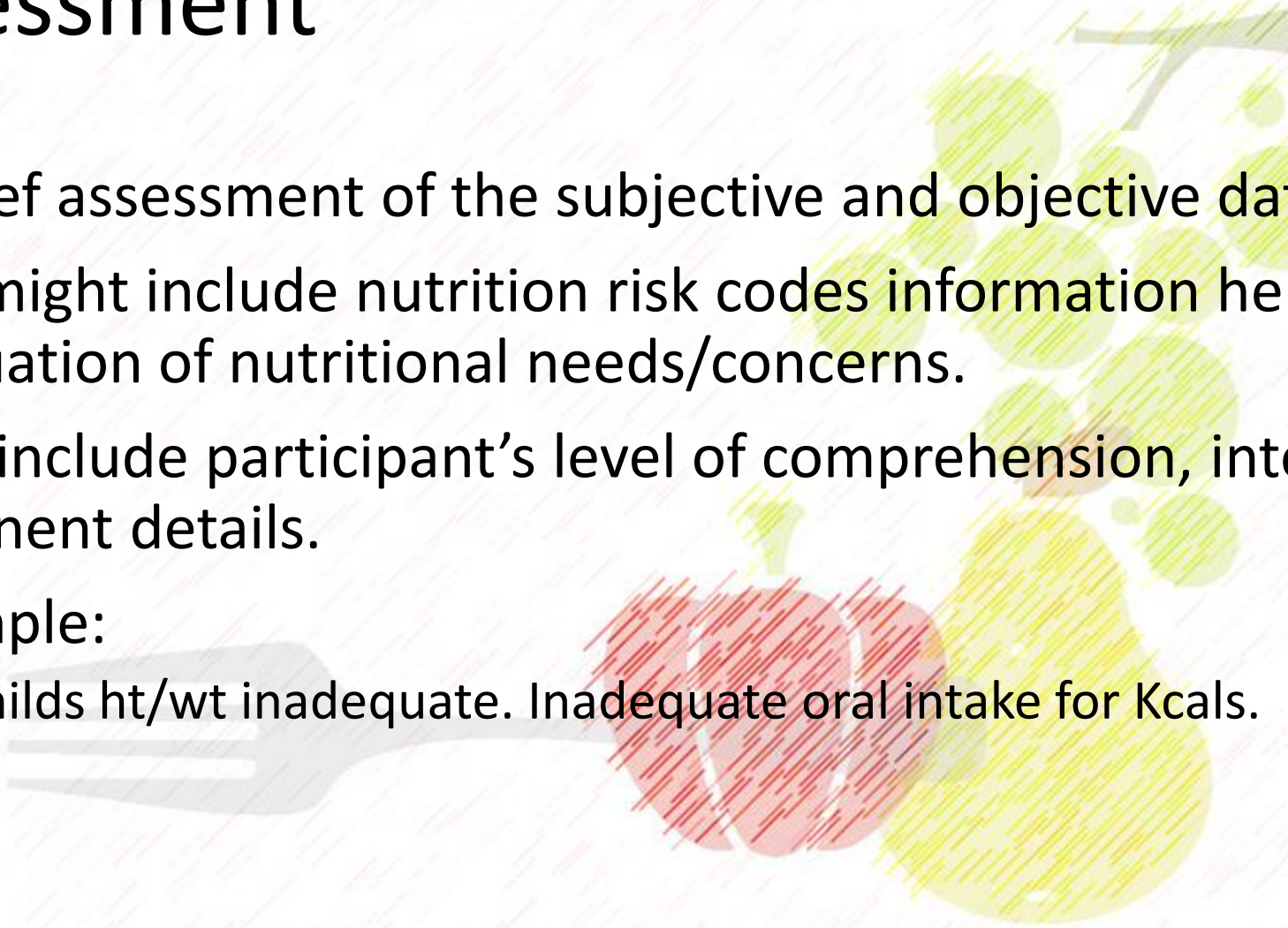
- What the participant tells you- participant's point of view- how s/he feels.
- It may include: chief complaint present, past history, current medications, diet and appetite, and allergies.
- This should be brief.
- Example:
 - Mom stated that child only snacks throughout the day. Joey likes meats and will eat most anything. Joey is current with IZ and has an Appt next week with Dr. Mom requests that Ht/Wt/Hgb be completed.

Objective Data

- What you observe
- Consists of two parts: physical findings and lab/anthropometrics, mostly preloaded information.
- Information to include: Ht and Wt, BMI, Hgb/Hct results, Risk factors (some detail if needed), Nutrition education provided, and goal set.
- Example:
 - Ht 30 inches, Wt: 26 lbs 6 oz, Ht/age 10th, Wt/age 5th, Hgb 10.4
 - Risk Factors: 135- inadequate growth, in 3 months child gained 1 lb; 201- low hemoglobin, current 10.4 previous 10.6.
 - Individual topics discussed: Rights and Responsibilities, Purpose and Benefits of the WIC program, WIC Food Package, Alcohol, Tob, Drug Use, Foods high in iron, Discussed age appropriate weight gain for child, Myplate for toddlers was given and discussed.
 - Goal: The participant center goal is to start an iron supplement daily for child and eat 3 meals a day.

Assessment

- A brief assessment of the subjective and objective data.
- You might include nutrition risk codes information here and evaluation of nutritional needs/concerns.
- May include participant's level of comprehension, interest, and other pertinent details.
- Example:
 - Childs ht/wt inadequate. Inadequate oral intake for Kcals.



Plan

- To be completed at certification and mid-certification by CPA/RD
- If someone new is working with a participant, they should be able to come here and get a general idea of what to do with that participant.
- Template:
 - Next appointment type:
 - Follow up on: goal, referral, or previous nutrition education, etc. (If this information is detailed and easily found in the SOAP note, you do not need to restate exactly)
 - Potential education topics to be covered:
 - Referral loads here, may type in additional referrals or notes
- Example:
 - Next Appt 3 months for ht/wt/hgb follow up. Follow up on Dr. referral for iron supplements and goal. Potential education: adding calories to meals.

SOAP note cheat sheet and additional examples will be provided in next weeks newsletter.

